

**ECONOMIC INTELLIGENCE COMMITTEE**

EIC-D-323/a

**TERMS OF REFERENCE FOR THE SUBCOMMITTEE ON PETROLEUM**

Approved by the EIC, 17 September 1958

**A. Mission of EIC Subcommittee on Petroleum**

The mission of the EIC Subcommittee on Petroleum is to provide an organizational framework for carrying out within its field the basic review and coordination responsibilities of the EIC and for ensuring that, on intelligence matters in its field affecting the national security, the intelligence community is supported by the full economic knowledge and technical talent available in the Government.

**B. Membership and Organization**

1. Membership of the Subcommittee on Petroleum shall consist of representatives of the USIB agencies as designated by these departments and agencies and approved by the EIC.

2. Representatives of other government departments and agencies may participate as Associate Members of the Subcommittee upon approval of the EIC.

3. Active participation by agency representatives generally is governed by (a) the extent to which each agency concerned has responsibilities for producing intelligence in the field of petroleum; (b) the extent to which an agency has an interest in economic intelligence of broader scope which involves matters within the scope of the Subcommittee; and (c) the availability of qualified personnel.

4. The Chairman of the Subcommittee is designated by the EIC, and the Central Intelligence Agency provides the permanent Secretariat. The Subcommittee may set up ad hoc working groups as necessary to assist in carrying out any of its assigned functions. The production of interdepartmental economic intelligence normally is assigned to ad hoc working groups rather than to the Subcommittee proper.

C. Functions

1. As the standing interagency economic intelligence group of professional and technical personnel in the field of petroleum, the Subcommittee shall perform the following minimum functions:

a. With the guidance of current Priority National Economic Intelligence Objectives, identify significant research and collection deficiencies in the field of petroleum intelligence;

b. Develop and report not less than annually to the EIC ways in which these recognized research deficiencies could be, or are being, corrected and ways in which improvements could be, or are being, made in economic intelligence collection requirements and in the distribution and processing of economic intelligence information;

c. Facilitate review of proposals for external research contracts in the field of petroleum intelligence in accordance with the provisions of DCID 3/1 using the procedures adopted by the EIC;

d. Produce, on its own initiative (with EIC approval), or when directed by the EIC, interdepartmental economic intelligence on subjects in the field of petroleum which transcend the competence of a single department or agency;

e. Arrange on its own initiative, or when directed by the EIC, the coordination of individual agency reports deemed of sufficient national security importance to warrant the solicitation of concurrences from the representatives on the Subcommittee. Arrange for coordination with other Subcommittees as appropriate;

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f. Mobilize, in support of the intelligence community, the full economic knowledge and technical talent in the field of petroleum available in the Government. Such support will include ad hoc responses to the requests of other USIB Committees.

2. In addition to the minimum functions outlined above, the Subcommittee on Petroleum, when appropriate, shall perform the following functions with respect to its assigned field:

a. Assist or advise agencies in the programming of research in order to minimize duplication and assure as effective a distribution of research effort as is practical in view of each agency's responsibilities;

b. Provide an opportunity for the review and comparison of methodologies utilized in research in the field of petroleum intelligence;

c. Provide an opportunity, where appropriate and practical, of obtaining closer agreement on selected basic statistics within the field of petroleum intelligence;

d. Bring to the attention of the EIC current problems and requirements for coordinated research which are recognized by the members of the Subcommittee.

D. Operating Procedures

1. The Subcommittee shall meet periodically as required to fill its mission.

2. The Subcommittee shall prepare and approve an Annual Report to the EIC which will be responsive to the request of the EIC Secretariat and will cover the activities of the Subcommittee in fulfilling its mission as outlined in C, above.

3. The Subcommittee Secretariat shall provide all members of the EIC, the Subcommittee, and the EIC Secretariat with copies of the Agenda and Minutes of its meetings.

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4. Reports and recommendations which have been approved by the Subcommittee may be transmitted to the EIC without comment. In case of dissent, the transmittal must be accompanied by an appropriate statement, prepared by the dissenter(s), advising the EIC of the nature and substance of the dissent.